



**Sheldon Neeley  
Mayor**

# **CITY OF FLINT**

## **FLINT PLANNING COMMISSION**

**Draft Meeting Minutes  
December 10th, 2024**

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**Commissioners Present**

Robert Wesley, Chair  
Carol-Anne Blower, Vice-Chair  
Lynn Sorenson, Secretary  
Robert Jewell  
Mona Munroe-Younis

**Staff Present**

Zach Huckabay Assistant City Attorney  
Brian Acheff, Zoning Coordinator  
Max Lester, Int. Zoning Coordinator  
Dalton Castle, Planner I  
Danen Williams, Business Licensing Technician  
Karla Holiday, Business Licensing Technician

***Absent:***

Jeffrey Curtis Horton  
Joshua Brown  
Nadia Rodriguez, Spectated via Zoom

**ROLL CALL:**

Chairperson Wesley called the meeting to order at 5:40 p.m. Roll was taken, and a quorum was present.

The meeting was held both in-person in the Dome Auditorium at Flint City Hall and via Zoom conferencing as approved.

**Roll Call:**

Commissioner Brown: Absent	Commissioner Sorenson: Present
Commissioner Blower: Present	Commissioner Munroe-Younis: Present
Commissioner Jewell: Present	Commissioner Horton: Absent
Commissioner Rodriguez: Excused	Chairperson Wesley: Present

**ADDITIONS/CHANGES TO THE AGENDA:**

Commissioner Blower made a motion to move Old Business to be heard directly after the Planning Commission Waiver’s section of the agenda to hear all applicants in succession.

**ADOPTION OF THE AGENDA:**

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Blower motioned to accept the agenda as amended. Commissioner Munroe-Younis seconded the motion.

***M/S – Blower/Munroe-Younis  
Unanimously carried by voice vote***



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### **MINUTES OF PREVIOUS MEETINGS:**

*The minutes of October 22<sup>nd</sup>, 2024, were presented*

Commissioner Jewell made a motion to approve the minutes of October 22, 2024. Commissioner Blower seconded the motion.

Roll Call:

Commissioner Brown: Absent

Commissioner Blower: Yes

Commissioner Jewell: Yes

Commissioner Rodriguez: Absent

Commissioner Sorenson: Yes

Commissioner Munroe-Younis: Abstain

Commissioner Horton: Absent

Chairperson Wesley: Yes

*M/S – Jewell/Blower*

4 yes – 0 no – 1 abstain

*Unanimously carried by voice vote*

*The minutes of November 12<sup>th</sup>, 2024, were presented*

Commissioner Jewell made a correction to page seven to change the statement referencing articles containing statements from the Brothers and Sisters of Oak Park to refer to a single article.

Commissioner Munroe-Younis corrected the spelling of Latinx in the minutes. She further requested a line be added referencing the name change of American GI Forum of Flint to Latinx. She further requested that it be made more clear in the minutes that parcels associated with RZ 24-02 were not rezoned as part of the December 2023 batch rezoning. Commissioner Munroe-Younis asked that Mark Qumiby’s reference to Ashley Captial’s Oak Park maintenance agreement be included under his commentary regarding RZ 24-01.

Commissioner Munroe-Younis made a motion to approve the minutes of November 12, 2024 as corrected. Commissioner Sorenson supported this motion.

Roll Call:

Commissioner Brown: Absent

Commissioner Blower: Yes

Commissioner Jewell: Yes

Commissioner Rodriguez: Absent

Commissioner Sorenson: Yes

Commissioner Munroe-Younis: Yes

Commissioner Horton: Absent

Chairperson Wesley: Yes

*M/S – Munroe-Younis/Sorenson*

5 yes – 0 no – 0 abstain

*Unanimously carried by voice vote*



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#### **PUBLIC FORUM:**

Chairperson Wesley opened the floor for public forum.

Kevin Wilson, the applicant for PC 24-23 and property owner of 2407 Lewis St, clarified the parking details in regard to his application PC 24-23 noting his shared parking agreement with his nearby property. Mr. Wilson went on to note his letter of apology sent to several residents on Jane Ave regarding the actions of his previous tenant at 2407 Lewis St. He then clarified that the building was padlocked due to structural issues, not any illegal activity. Mr. Wilson provided photos to the Planning Commission showcasing the interior renovations he has made in the building located at 2407 Lewis St.

Attorney Harold Milhouse, representing Kevin Wilson, spoke in regard to the prior legal issues and eviction associated with the previous tenants of 2407 Lewis St. Attorney Milhouse discussed Mr. Wilson's investment in the community. He went on to state that Mr. Wilson's proposed Private Non-Profit Members Only Bar and Tavern associated with PC 24-23 would be open to the public.

James Peterson spoke in opposition of PC 24-23.

Rena Peterson spoke in opposition of PC 24-23. She provided photos of the parking issues caused by the operation of a bar at 2407 Lewis St.

Brian Johnson spoke in favor of PC 24-23.

Gary Gains spoke in opposition of PC 24-23.

Thang Thach spoke in opposition of PC 24-23.

Candy Gains spoke in opposition of PC 24-23.

Eric Doherty spoke in opposition of PC 24-23.

James Klosca spoke in opposition of PC 24-23.

Jean Klosca spoke in opposition of PC 24-23.

Steve Sedgewick, the project architect for PC 24-23, clarified that the applicant has met the parking requirements for the application.

Chairperson Wesley read an email from Yvonne Kellog speaking in opposition of PC 24-23.



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### **PUBLIC HEARINGS:**

**PC 24-26:** Applicant Delean Burnett, requests approval of a Special Land Use application to allow for the operation of a Temporary Emergency Shelter for Women and Children at the property located at 713 N Grand Traverse St, Flint, MI 48503 (PID #40-12-452-015).

Dalton read the staff report. Commissioner Jewell asked if there were any recommendations from staff in regard to Planning Commission action on PC 24-26, as historically staff has provided a recommendation of approval, approval with conditions, or denial. Dalton explained that staff has not provided an action recommendation in order to remain neutral in their role, and in the case of PC 24-26 staff has not recommended any conditions of approval.

Applicant Delean Burnett presented his application. He stated they will have ten beds and have recently installed security cameras. The proposed transitional home is a non-profit organization named "Pokey's House".

Commissioner Blower asked the applicant what the expected length of stay for a resident would be and for the applicant to expand on the process for moving in and transitioning out of the home. Mr. Burnett explained that the primary flow for residents will be overflow from Catholic Charities with stays of ideally 30 days, but may vary depending on individual needs and circumstances. He said Pokey's House would provide residents with shelter, food, hygiene products, and connect residents with social workers.

Commissioner Sorenson asked if a representative of Pokey's house would be living on site. Mr. Burnett stated that yes, either himself, his sister, or another representative of Pokey's House would be present on site at all times. Commissioner Sorenson asked what the funding sources for Pokey's House would be. Mr. Burnett explained that while they are currently looking into grant funding, himself and his sister have thus far funded the operation out of pocket and will not be charging residents. Commissioner Sorenson asked what the sleeping arrangements would be for those with children. Mr. Burnett said they would accommodate to have a family all in the same room. Ms. Burnett explained hers and her brother's experience being in transitional shelters growing up.

Commissioner Jewell raised a concern that the applicant and property owner on file is Burnetts LLC, with no mention of the non-profit organization Pokey's House which intends to be the organization operating at the property. Commissioner Munroe-Younis stated that it seems appropriate to have the property owner as the applicant, however, added that due to the intended operators of the property being the non-profit organization Pokey's House it would be appropriate to have a memorandum of understanding between Burnetts LLC and Pokey's House. Commissioner Sorenson echoed the sentiments of Commissioners Jewell and Munroe-Younis that the Planning Commission would need documentation regarding Pokey's House and its relationship to Burnetts LLC in order to move forward with the application.



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Chairperson Wesley suggested that it may be most appropriate to table PC 24-26 to allow the applicant time to provide additional materials. Commissioner Jewell clarified the public hearing process in addition to the applicants options as far as postponement and withdrawal of their application.

Chairperson Wesley tabled PC 24-26 to be seen again at the January 28<sup>th</sup>, 2025, Planning Commission meeting in order to give the applicant time to provide the following additional materials to staff:

- An updated application form listing the non-profit entity “*Pokey’s House*” as the applicant.
- An agreement between the property owner and the non-profit entity allowing for their use of the property as a transitional shelter.
- A copy of the proposed transitional shelters policies and procedures.

#### **PLANNING COMMISSION WAIVER:**

**PCW 24-03:** Applicant Raidh Dado is petitioning the City of Flint Planning Commission for approval of a waiver providing relief from Article 13, §50-155 Building Foundation Zone Landscaping of the City of Flint Zoning Ordinance (Ordinance)

Dalton read the staff report. Commissioner Jewell raised the concern of the lack of staff recommendation in the staff report. Commissioner Sorenson echoed Commissioner Jewell’s preference to have a staff recommendation continue to be included in the staff report.

Rick Swihart, the project architect, presented on the reasoning for requesting the landscaping waiver.

Commissioner Blower asked if there would be any landscape buffering between the gas station and the neighboring church. Mr. Swihart explained that the building would be built in the footprint of the previous building directly abutting the property line.

Commissioner Sorenson expressed concern with the width of the entrance being almost the entirety of the property line along Saginaw St. Mr. Swihart explained that it is the existing curb cut.

Commissioner Blower made a motion to approve PCW 24-03. Commissioner Sorenson seconded the motion.

Commissioner Munroe-Younis requested that the motion be altered to be based on the applicants alternative landscaping plan. Commissioners Blower and Sorenson agreed to amend the motion to be based on the applicants alternative landscaping plan.

#### Roll Call:

Commissioner Brown: Absent  
Commissioner Blower: Yes  
Commissioner Jewell: Yes  
Commissioner Rodriguez: Absent

Commissioner Sorenson: Yes  
Commissioner Munroe-Younis: Yes  
Commissioner Horton: Absent  
Chairperson Wesley: Yes



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*M/S – Blower/Sorenson*

5 yes, 0 no, 0 abstain

*The motion carried.*

### **OLD BUSINESS:**

**PC 24-23 (Continuance from October 22, 2024, Planning Commission):** Applicant Kevin Wilson / Twin Peaks 28 INC, requests approval of a Special Land Use application to renovate and operate a Private Non-Profit Members Only Bar and Tavern for the property located at 2407 Lewis St, Flint, MI 48506 (PID #41-06-429-035).

Commissioner Sorenson raised concerns regarding the application being for a private club whereas the applicant’s lawyer had contradicted the application by stating it would be open to the public. She further raised concerns about the building potentially exceeding its occupancy limit.

Chairperson Wesley raised concern regarding the inconsistency of the applicant’s requested hours of operation on their application and in their presentation.

Commissioner Munroe-Younis expressed concern that there did not appear to be the level of consideration one would expect from the applicant to take extra steps to ensure the behavior that had occurred at the site prior would not happen again.

Commissioner Sorenson made a motion to deny PC 24-23 based on it not meeting standard five of Article 9 Section 50-83(F) due to the potential of the use leading to disruptive traffic and activity as well as the application not meeting the Special Land Use standards outlined in Article 17 Section 50-149(H). Commissioner Blower supported the motion.

### Roll Call:

Commissioner Brown: Absent  
Commissioner Blower: Yes  
Commissioner Jewell: Yes  
Commissioner Rodriguez: Absent

Commissioner Sorenson: Yes  
Commissioner Munroe-Younis: Yes  
Commissioner Horton: Absent  
Chairperson Wesley: No

*M/S – Sorenson/Blower*

4 yes, 1 no, 0 abstain

*The motion carried.*

### **SITE PLAN REVIEW:**

No site plan review cases were heard at this time.

### **CASE REVIEW:**

#### **Applicant Case Review**

Staff presented the following updates and statuses regarding applicant case reviews:



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**SPR 24-07:** 605 N. Saginaw St – Flint Children’s Museum

- Applicants submitted a letter of withdrawal to staff indicating they will no longer be moving forward with the project.

**SPR 23-005:** 529 ML King Blvd – Marian Hall

- Pending Water Department, and City Engineering approval.
- Six month extension of approval granted, approval will expire on May 28, 2025.

**SPR 24-02:** 3501 N. Saginaw – New Physical Therapy Building

- Pending City Engineering approval

**SPR 24-03:** 2112 Davison Rd – Asbury Farms Kitchen and Produce Distribution

- Pending Water Department approval and receipt of parcel combination.
- *Potential changes to the project may occur; the Commission will be notified if any formal action needs to be taken.*

**SPR 24-01:** 1720 E. Carpenter Rd – New Gas Station and Convenience Store

- Pending City Engineering approval.

**SPR 24-07:** 605 N. Saginaw St – Flint Children’s Museum

- Final Site Plan approval is contingent upon the applicant providing easement to the City regarding the water and sewer utility infrastructure along vacated Chippewa St from University Ave north to Fourth Ave; the applicant shall provide updated final plans which depict the utility easement and a copy of the legal instrument.
- The applicant shall receive City Engineering approval before final site plan approval.
- The applicant shall receive a Certificate of Appropriateness from the City of Flint Historic District Commission before final site plan approval.

**PC 24-08:** 1420 E. Pierson Rd – Priority Waste Planned Sign Program

- Submittal of plans showing the specifications and method of construction, illumination, sign supports and any applicable client, manufacturing and/or installation notes.

**PC 24-23:** 2407 Lewis St – State of Michigan “Club” Alcohol License Special Land Use

- At the October 22, 2024, Planning Commission PC 24-23, the Commission took no action on the subject Special Land Use petition, therefore due the lack of formal action taken, the City of Flint Legal Department has issued a memo regarding next steps for PC 24-23 and addressing that the Commission must take formal action on cases brought before them; PC 24-23 will be continued at the November 26, 2024 Planning Commission meeting.

**SPR 24-08:** 1420 E. Pierson Rd – Priority Waste Site Plan Review

- The vacation of City of Flint owned right-of-way, needed for site control; the Commission made a positive recommendation with conditions to City Council for adoption by resolution.



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- A survey and legal instrument regarding the perpetual Utility Easement for any City of Flint owned utilities under the vacated Thetford Rd shall be provided to the City of Flint Zoning Division before issuance of the final certificate of occupancy.
- The applicant shall receive City Engineering approval before final site plan approval.
- The applicant shall provide copies of all Environmental and Michigan Department of Transportation (MDOT) permits before final site plan approval.
- Conveyance and combination of the MDOT properties along E. Pierson Rd shall occur before final site plan approval is granted.
- Dedication of .039 acres of parcel 47-31-226-005 shall occur before issuance of the final certificate of occupancy.
- Before issuance of the final Certificate of Occupancy, the final parcel boundaries of the subject development shall be conveyed on the final submittal of revised plans that will be approved and signed by the Planning Commission President.

### **PC 24-24:** 810 E. Eight St – Special Land Use

- The Commission approved PC 24-24 allowing the existing single-family dwelling located at 810 E. Eighth to change use to a two-family duplex.

### **PCW 24-02:** 2421 Industrial Ave – Flint Commerce Center – Building #2

- The Commission approved both waiver requests seeking complete relief from Article 13, §50-155 Parking Lot Interior Landscaping and Article 13, §50-157 Transition Yards.

### **City Council Action on Planning Commission Recommendations**

Staff presented the Planning Commission with the following updates regarding City Council action on Planning Commission recommendations:

- **TXT 24-01:** Child Care and Other Group Living Zoning Ordinance Text Amendments
  - Ordinance #240459-T, is pending second reading before City Council; action taken regarding second reading will be transmitted to the Commission at the December 10, 2024, Planning Commission meeting.
- **PC 24-15:** Roberts St Vacation – City of Flint Fire Department and Police Department Training Center Annex:
  - The Commission will be notified regarding City Council's action taken on the Positive Recommendation with Condition to approve PC 24-15; proof of City site control will also be provided to the Commission if the recommended condition is regarded in Council's decision.
- **PC 24-15:** Thetford Rd Vacation – Priority Waste Solid Waste Transfer Station and Materials Recovery Facility:
  - The Commission made a positive recommendation with conditions to City Council to adopt PC 24-15 by resolution at the November 26, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.





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- **PC 24-26:** Baker St Vacation | Flint Commerce Center – Building #2:
  - The Commission made a positive recommendation to City Council to adopt PC 24-26 by resolution at the November 26, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.
- **RZ 24-01:** 2525 Industrial Ave Rezoning | Flint Commerce Center – Building #2:
  - The Commission approved and positively recommend to City Council to adopt RZ 24-01 by ordinance at the November 26, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.
- **RZ 24-02:** Latinx District Parcels Rezoning
  - The Commission approved and positively recommended to City Council to adopt RZ 24-02 by ordinance at the November 26, 2024, Planning Commission meeting; the Commission will be updated upon action taken by City Council.

### Zoning Board of Appeals

The December 17, 2024, Zoning Board of Appeals application deadline is Tuesday, November 22, 2024, and at the time of publishing this memo; the Commission will be informed if any complete applications are submitted before the aforementioned deadline, otherwise the December 17, 2024, Zoning Board of Appeals meeting will be cancelled.

### REPORTS:

#### Redevelopment Ready Communities (RRC)

Max presented the following updates regarding pending items for RRC:

- **(1.1) Master Plan** – Update In-Progress
- **(1.3) Capital Improvement Plan** – To be completed during the Comprehensive Plan update process.
- **(3.4) Internal Review Process** – Internal reference document for common tasks and organizational processes. Sent to MEDC staff for review. Internal use only as it contains detailed descriptions of various payment platforms, file structures, and safety plans.
- **(4.1) Recruitment Process** – Interest form for those looking to be considered for any/all appointed bodies under the Department’s purview along with what to expect after they are sent to staff. Sent to MEDC for staff review.
- **(4.2) Expectations & Interest** – Document showing expectations for members of appointed bodies, explains what to expect, and helps candidates which board may best fit their skillset. Staff will create a draft and seek input from each Commission/Board, this will act as a supplement to the Recruitment Process document noted above.
- **(4.3) Orientation** – Materials given to new elected or appointed officials to ensure they have the information needed to perform their duties and make the development review process more predictable. Standards have been met for the Planning Commission, Zoning Board of Appeals,



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and Historic District Commission. Staff will work on a Zoning primer and informational booklet to distribute to City Council, the Downtown Development Authority, Economic Development Corporation, and Brownfield Redevelopment Corporation to meet those requirements.

- **(4.5) Planning Commission Annual Report** – Standard yearly update to follow the typical delivery timeline in January.

### 5-Year City of Flint Comprehensive Plan Review

Max provided the following updates regarding the 5-Year City of Flint Comprehensive Plan update:

- The City Website has a page dedicated to the 5-year Comprehensive Plan Update: <https://www.cityofflint.com/comprehensive-plan/>
- Memorandum of Understanding (MOU):
  - Draft language regarding the City of Flint Planning Commission – City of Flint Memorandum of Understanding (MOU):
    - ❖ The MOU presented to City Council is still on the agenda. Minor amendments were made and provided to the Chair based on feedback from Councilmembers.
    - ❖ The Commission will be responsible for selecting two (2) members of the Steering Committee; these two (2) members will be cochairs that are responsible for selecting the duties and scope of the other Steering Committee member.
    - ❖ **Staff will discuss with the Chair and Vice-Chair about potential next steps if no action is likely to be taken soon.**
- First Six Months:
  - 21 meetings were held, 9 kick-off meetings and 12 input sessions. In total, there were approximately 507 residents and community members in attendance.
  - The initial public engagement sessions have concluded and feedback indicates several things:
    - Overall residents believe most of the current objectives are still relevant, with some needing rewording or rephrasing.
    - Subobjectives should be reviewed and replaced with more relevant and clear tasks and benchmarks.
    - Housing diversity and equity are important, especially as the focus has primarily been on demolition of homes rather than rehabilitation or reinvestment. There is interest in tiny-homes and non-single family detached dwellings being easier to construct.
    - While residents are not opposed to the idea of urban gardens and agriculture, the Green Neighborhood/Green Innovation place types are not appropriate and seem to prioritize disinvestment rather than the likely intended goal of stabilization.



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- Staff are working on initial text amendments to address community concerns under the framework of the current Comprehensive Plan and Zoning Ordinance. Larger changes will need to be completed after the Comprehensive Plan update is completed. Staff will have update recommendations ready in January.

### **Text Amendment Updates**

Max presented the following updates regarding text amendments seen by the Planning Commission:

- Ordinance # 240549-T Articles 3, 4, 5, 6, 9, & 16 Child Care and Adult Foster Care was heard for first reading by Council on October 9<sup>th</sup>, 2024, and moved for second reading to the October 14<sup>th</sup>, 2024, though the meeting on October 14<sup>th</sup>, 2024, was adjourned before the second reading was heard. At this time there has been no movement on these amendments; the Commission will be notified upon any action taken by City Council.
- Article 19 Floodplain Development and Flood Hazard Management language was presented at the August 13, 2024, Planning Commission meeting for review, a public hearing was not scheduled; this proposed ordinance amendment is on hold until further notice.

### **RESOLUTIONS:**

No resolutions were discussed at this time.

### **NEW BUSINESS:**

Staff provided the following training materials to the Planning Commission for their review:

- Staff Report Overview
- Waivers Overview
- Motions and Findings Overview

Dalton indicated that Commissioners may review the provided materials and direct any questions they have regarding said materials to staff either at this time or on a later date

### **ADJOURNMENT:**

*M/S – Sorenson/Blower*

*Unanimously carried by voice vote.*

Meeting adjourned at 9:20 PM.